

TO: Juvenile Welfare Board Members

FROM: James E. Mills, Executive Director  
Krista I. Winn, Director, Quality Management and Evaluation

### Community Asset Inventory - Final Report

This is the final report and product of the Community Asset Inventory project that began in October, 1998. The purpose of the study was to develop a comprehensive inventory of community-based asset activities available to youth and families in Pinellas County. This knowledge base will assist in the planning, development, and utilization of community resources. This information will help to build relationships as it identifies existing and emerging community development initiatives throughout the county, as well as help consumers identify available activities for themselves. The asset inventory was compiled by The Florida Center for Community Design and Research at the University of South Florida. \$59,000 was allocated to this project from the FY 98-99 budget.



The Florida Center for Community Design and Research utilized a survey to identify and describe sites in Pinellas County that are *community assets*, or places and programs that offer youth and family-oriented activities that are asset-based, supervised, and structured. The Community Asset Inventory database was developed using data collected during a three phase survey conducted between January and November 1999. The three phases each represent a targeted content area:

- The first area, School-Based Development Activities, focuses on asset-based programs located on or affiliated with public and private schools in Pinellas County.
- The second area, Non School-Based and Summer Development Activities, focuses on asset-based programs that are not located on or affiliated with public and private schools operating during non-school hours in Pinellas County.
- The third area, Faith-Based Development Activities, focuses on asset-based programs located on or affiliated with Faith-Based institutions in Pinellas County.

As required by the project proposal and research contract, this report describes the steps performed by the vendor in designing and completing the Community Asset Inventory Database. The report details the methodology used in collecting the data, provides initial descriptive information about the database's contents, presents recommendations for Web deployment of the database, and outlines strategies for updating the database. The project database contains information on 2,138 distinct programs from 521 separate institutions. Additional institutional information is included in the database for organizations that did not have programs in the specified categories. A copy of the Executive summary is attached. Full copies of the methodology report and electronic database are available upon request.

Staff resource: Marshall Touchton

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FROM: James E. Mills, Executive Director   
Lisa A. Sahulka, Director of Programs & Finance 

### Quarterly Report

As required by Board Policy 2-13, the purpose of this report is to advise the Board of FY 99-00 allocations made for which contracts have not yet been fully executed.

Career Options St. Petersburg- Youth Build St. Petersburg (\$37,083): The budget has only recently been submitted because of staff turn over in the administrative office. Program operations have not begun due to a delay in HUD funding. A contract is expected to be signed during the month of February.

County of Pinellas-Pinellas County Cooperative Extension Service – Youth Mapping (\$50,000): The contract was signed by JWB on October 20, 1999. It was then sent to the county and is still pending receipt by JWB.

Eckerd College-AmeriCorps, Athletes In Service to America (\$50,000): These funds were allocated in November 1999. The contract manager is still working with the agency to complete all necessary paperwork. It is expected that the contract will be signed during early February.

Staff Resource Persons: Susan Biszewski-Eber  
Patricia Davis  
Michael Schmidt  
Michael Stafford

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FROM: James E. Mills, Executive Director   
Lisa Sahulka, Director of Programs & Finance   
Sue Walterick, Finance Director 

**(JWB 1999 Annual Financial Report and Management Letter)**

The FY 1998-99 Annual Financial Report and the accompanying management letter is complete. However, its presentation has been delayed until the March 9<sup>th</sup> Board Meeting as in 1999, the Senior Partner of KPMG Peat Marwick, Chip Jones, is on vacation again and will not be available until the March meeting date to make his formal presentation to the Board.